



**BOARD OF COMMISSIONERS  
AGENDA**

**JULY 21, 2014**

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# REVISED

## Currituck County Board of Commissioners Agenda

Historic Currituck County Courthouse

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**Date: Monday, July 21, 2014**

**Time: 7:00 PM**

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### **Work Session**

6:00 PM Moyock Stormwater

### **7:00 pm Call to Order**

- A) Invocation-Reverend Kimberly Ferebee, Elder Baptist Church
- B) Pledge of Allegiance
- C) Approval of Agenda
- D) Public Comment

***Please limit comments to items not appearing on the regular agenda;  
please limit comments to 3 minutes.***

### **New Business**

#### **A) Consent Agenda:**

- 1. GOP Executive Committee Nominee to fill District 4 Vacancy
- 2. Approval of July 7, 2014, BOC Minutes
- 3. Budget Amendments
- 4. Tax Settlements
- 5. Board of Equalization & Review Approval of Minutes for July 7, 2014
- 6. New Job Description - Temporary Clerical Staff
- 7. Petition to NCDOT for State Maintenance of Vincent Dr. (East), Beechwood Shores
- 8. Amendment to the Salary & Compensation Resolution
- 9. Knotts Island VFD-Airpacks Purchase
- 10. Resolution to modify rate on \$9,500,000 of the Mainland Water Revenue Bonds issued 9/1/2008.
- 11. Resolution Stating Need for Additional Highway Patrol in Currituck County
- 12. Surplus Resolution-Ford Van

- B) Commissioner's Report**
- C) County Manager's Report**

Adjourn



Republican Party of Currituck

7/21/14

Dear Commissioners,

According to North Carolina State Statute 157, please be advised that the Executive Committee of the GOP in Currituck have nominated a candidate for the position recently vacated by County Commissioner, Kevin McCord.

The nomination is Mr. Paul Beaumont, who will be our Nominee for the remainder of Mr. McCord's term. He will be on the ballot this November.

Sincerely,  
Brian P. Innes  
Chairman, Currituck GOP

A handwritten signature in cursive script that reads "Brian P. Innes".

CURRITUCK COUNTY  
NORTH CAROLINA  
July 7, 2014

The Board of Commissioners met at 7:00 PM for its regularly scheduled meeting at the Historic Courthouse in the Board Meeting Room with the following members present: Chairman Paul O'Neal, Vice-Chair Paul Martin, Commissioners Aydlett, Gilbert, Griggs, McCord and Petrey.

Chairman O'Neal called the meeting to order at 7:01 PM and announced that the Board had convened as the Board of Equalization and Review in a work session at 6:00 PM in the Historic Courthouse Conference Room. No one signed up nor appeared and the Board recessed at 6:30 PM.

**A) Invocation**

Reverend Bill Masciangelo of Moyock United Methodist Church gave the invocation.

**B) Pledge of Allegiance**

Reverend Bill Masciangelo led the Pledge of Allegiance.

**C) Approval of Agenda**

Chairman O'Neal added to the Consent Agenda item 12, Ordinance Amending Section 10-63 of Chapter 10, and item 13, first amendment to contract for fire protection and rescue services.

Commissioner Gilbert moved to approve the agenda as amended. Commissioner Petrey seconded the motion. Motion carried unanimously.

**APPROVED AGENDA**

**Work Session**

6:00 PM Board of Equalization & Review

**7:00 pm Call to Order**

- A) Invocation-Reverend Bill Masciangelo, Moyock United Methodist Church
- B) Pledge of Allegiance
- C) Approval of Agenda
- D) Public Comment

*Please limit comments to items not appearing on the regular agenda; please limit comments to 3 minutes.*

**Administrative Reports**

- A) Recognition of Service Presentation to Commissioner McCord.
- B) Presentation of Award for Excellence in Financial Reporting **Public Hearings**

A) **Consideration and Action:** PB 14-10 Bradley Smith: Request a conditional rezoning of 20 acres from Agricultural (AG) to Conditional District- Single Family Mainland (CD-SFM) on property located in Moyock on Dustin Lane which is located on the south side of Tulls Creek Road, Tax Map 14, Parcels 18J, 18K, and 18L, Moyock Township

**New Business**

A) **Memorandum and Agreement to Partner with Wildlife Resources Commission for Waterlily Boating Access Area.**

B) **Board Appointments:**

1. Commissioner Appointment to Albemarle Regional Planning Organization
2. Appointments to Whalehead Preservation Trust

C) **Consent Agenda:**

1. Approval of June 16, 2014 Minutes
- 2- ~~Budget Amendments~~
3. CDBG Monthly Status Report
4. Centennial Proclamation for NC Cooperative Extension
5. Consideration and Action: Crawford Township Volunteer Fire Department Request to Replace Failed Ladder Truck
6. Petition to NCDOT for State Maintenance of Arabian Lane.
7. Report of Insolvents and Resolution Approving the Settlement with the Tax Collector
8. Award of Contract for Parks and Rec Storage Building
9. Award of Disaster Debris Management and Recovery Contract to Crowder Gulf
10. Approval of Revised Job Description-Deputy Director of Elections
11. Approval of Revised Job Descriptions-Planning and Inspections
12. Ordinance Amending Section 10-63 of Chapter 10 of the Currituck County Code of Ordinances to Allow Certain Activities Involving Motor Vehicles on the Beach Strand and Foreshore from the Dare County Line to the North Beach Access Ramp Between May 1 and September 30.
13. First Amendment to Contract for Fire Protection and Rescue Services-Lower Currituck VFD and Corolla Fire & Rescue.

D) **Commissioner's Report**

E) **County Manager's Report Closed Session**

Closed Session pursuant to G.S. 143-318.11(a)(3) to consult with the County Attorney in order to preserve attorney-client confidentiality in the matter entitled Swan Beach Corolla, LLC v. Currituck County, and other legal matters.

Adjourn

Commissioner O'Neal introduced Mr. Steve Keen, Director of the Eastern District Office of the Governor, who was in the audience and had met with the County Manager, Dan Scanlon, earlier in the day. Mr. Keen said he appreciated the opportunity to meet with the County Manager and explained it was his first visit to this beautiful and unique part of North Carolina and was pleased to be a part of the Governor's initiative to reach out to North Carolina counties.

Chairman O'Neal acknowledged Commissioner McCord, who had announced by letter dated June 30, 2014, that he was resigning as Currituck County Commissioner. Mr. McCord thanked everyone for their support and wished the best for the county in the future. Mr. McCord was presented a Certificate of Appreciation for his service to the citizens of Currituck. Chairman O'Neal read Mr. McCord's letter of resignation for the record. Commissioner Martin motioned to accept, seconded by Commissioner Gilbert. Motion carried. Chairman O'Neal officially announced the vacancy and the proper process for filling the seat.

## **D) Public Comment**

Chairman O'Neal opened the Public Comment period.

Mary Etheridge, Shawboro, spoke of this past July 4<sup>th</sup> and it's relation to our founding fathers, standing up to tyranny, and that our government was created, and is here, to preserve the rights of the people. She stated people have the right to change the government in order to preserve the protection of rights.

Cameron Lowe, Aydlett, Director of NC Cooperative Extension, spoke of the focus of Cooperative Extension and the celebration of its 100<sup>th</sup> year. Ms. Lowe thanked the county for its partnership with Extension and for supporting the Proclamation for its Centennial. Ms. Lowe announced the Currituck Heritage Festival will be held on September 20, 2014, at the Rural Center in Powell's Point. This will be a free event in celebration of the centennial. Chairman O'Neal added that the Extension Center touches so many citizens in Currituck, and encouraged everyone to attend the event in support.

Owen Etheridge, Shawboro, addressed the conditional rezoning in Shawboro and accusations made about a nefarious plan between himself and Mr. Cartwright. Mr. Etheridge stated the allegations were proven to be false, and said there was nothing strange about a Board member of citizen attending a Technical Review Committee meeting. Relative to a separate piece of land involved and mentioned by others at prior public comment, Mr. Etheridge defended his deceased father, stating his father had never owned the land.

There being no further comments, Chairman O'Neal closed the Public Comment period.

## **Administrative Reports**

### **A) Recognition of Service Presentation to Commissioner McCord.**

Presented prior to public comment period.

### **B) Presentation of Award for Excellence in Financial Reporting**

Chairman O'Neal performed a formal presentation of the national award for Excellence in Financial Reporting to Sandra Hill, Director of Finance. It was noted that Currituck County Finance Department has won the award each year since 2003. County Manager, Dan Scanlon, explained that the award is earned by going above and beyond the required public disclosure requirements for reporting. Director Hill thanked the Commissioners for their support.

## **Public Hearings**

**A) Consideration and Action:** PB 14-10 Bradley Smith: Request a conditional rezoning of 20 acres from Agricultural (AG) to Conditional District- Single Family Mainland (CD-SFM) on property located in Moyock on Dustin Lane which is located on the south side of Tulls Creek Road, Tax Map 14, Parcels 18J, 18K, and 18L, Moyock Township.

Ben Woody, Director of Planning and Inspections, presented:

**CASE ANALYSIS FOR THE  
BOARD OF COMMISSIONERS  
DATE: July 7, 2014  
PB 14-10 Bradley Smith**

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**ITEM:** PB 14-10 Bradley Smith: a conditional rezoning of 20 acres from Agricultural (AG) to Conditional District- Single Family Mainland (CD-SFM).

**LOCATION:** Moyock -Dustin Lane, off Tulls Creek Road.

**TAX ID:** 0014-000-018L-0000  
0014-000-018J-0000  
0014-000-018K0000

**OWNER:** Anthony Smith  
113 Soundview Drive  
Aydlett, NC  
Bradley Smith  
113 Palmer Road  
Camden, NC 27921

Michelle Smith  
113 Palmer Road  
Camden, NC 27921

**APPLICANT:** Bradley Smith

**LAND USE/ZONING OF SURROUNDING PROPERTY:**

	<b>Land Use</b>	<b>Zoning</b>
<b>NORTH:</b>	Undeveloped/Residential	SFM
<b>SOUTH:</b>	Undeveloped	SFM/PUD Overlay
<b>EAST:</b>	Undeveloped/Residential	AG
<b>WEST:</b>	Undeveloped/Residential	AG

**LAND USE PLAN  
CLASSIFICATION:**

The 2006 Land Use Plan classifies the site as Rural within the Moyock subarea.

**MOYOCK SAP:**

The Moyock Small Area Plan classifies the property as Limited Service.

The Limited Service designation typically has limited availability to infrastructure and services and low to moderate residential densities. Residential densities in the limited service area range between 1 – 1.5 units per acre. Policies supporting the request include:

**Policy TR 2** Ensure that all development is designed with an interconnected, multi-modal transportation network between neighborhoods, activity centers, and other destinations to improve mobility and emergency access. Development of an interconnected road network east and west of Highway 168 that allows north-south movement for local residential traffic is strongly encouraged.

**CURRENT ZONING:** Agricultural (AG)

**PROPOSED ZONING:** Conditional District-Single Family Mainland (CD-SFM)

**CURRENT USE:** Undeveloped/Residential (under construction)

- SIZE OF SITE:** 19.83 acres (calculated lot area)  
20 acres (including right of way)
- ZONING HISTORY:** Residential Agriculture-20 (RA-20) 1973 Zoning Map  
Agriculture-40 (A-40) 1974 Zoning Map  
Agriculture (A) 1989 Zoning Map
- UTILITIES:** County water is available to serve this development and sewer will be handled by on-site septic.
- TRANSPORTATION:** The proposed development fronts on Tulls Creek Road and the proposed road within the development will be constructed to NCDOT standards.
- FLOOD ZONE:** The proposed development is predominately located in the Shaded X flood zone (500-year) and approximately 1.4 acres is located in the X flood zone.
- WETLANDS:** The county wetland inventory maps indicate the property has wetland characteristics; however, a wetland delineation is not required until submittal of the subdivision. The surveyor has indicated no wetlands are thought to exist on the subject property. The county wetland inventory maps do not confirm the existence of wetlands on the property.
- SOILS:** The proposed development is located on Roanoke soils and are considered poorly drained and unsuitable for conventional on-site septic systems. All lots must be evaluated for on-site septic systems prior to the submittal of the preliminary subdivision plat.
- PLAN REQUEST:** 13 residential lots (including 2 family subdivision lots)
- PROPOSED ZONING CONDITIONS:**
1. Residential use.
  2. Minimum lot size 40,000 square feet.
  3. Property lines and road lines may be shifted to accommodate stormwater drainage, utilities, wetland issues, and to meet UDO requirements.

**COMMUNITY MEETING:**

A community meeting was held on April 15, 2014 at the Moyock Library. The attendees had questions regarding the proposed development including size of properties, types of homes, home sizes, property drainage, and impacts to surrounding properties.

**TECHNICAL REVIEW COMMITTEE RECOMMENDATION:**

The conditional zoning process provides an opportunity for an applicant to propose use limitations or development conditions that ensure development proposals are consistent with the policies set forth in adopted plans. The TRC recommends approval of the proposed request. The conditional rezoning request is consistent with the goals, objectives, and policies of the Moyock Small Area Plan, and is compatible with existing and proposed uses surrounding the land subject to the application, and is the appropriate zoning district and uses for the land.

Additional Staff Comments:

The lands immediately adjacent to the development do not contain an active agricultural use. According to the applicant, a crop was not planted on the adjacent properties in the past year. It was determined that a farmland compatibility buffer will not be required unless the lands are in an active agricultural use associated with a bona fide farm at the time of preliminary plat submittal.

In addition, street connectivity is proposed to an adjacent lot that was part of an exempt subdivision more than 10 acres in area which is required to meet internal street connectivity requirements of the UDO. Although the placement of this interconnection meets the requirements of the UDO it may not be consistent with the purpose and intent of the internal street connectivity requirements of the UDO. Staff suggests the board establish a condition that would allow a reduction in the minimum index score if the adjacent properties are developed at the time of preliminary and final plat with the possibility of establishing a pedestrian access to the N/F Ward lands.

**PLANNING BOARD RECOMMENDATION:**

The Planning Board recommended approval of the conditional rezoning request with staff recommendations and the following conditions:

- If surrounding land becomes an active agricultural use prior to preliminary plat approval, the farmland compatibility buffer shall be addressed.
- Allow a reduction in the minimum index score if the adjacent properties are developed at the time of preliminary and final plat with the possibility of establishing a pedestrian access to the rear of the property.

**PLANNING BOARD DISCUSSION (6-10-14)**

Mr. Cooper asked what are the allowable surfaces for the pedestrian access.

Ms. Voliva said it would have to meet the ADA requirements and it could be concrete, asphalt, or wood surface.

Mr. Cooper said lots 1 and 13 are currently under construction. Mr. Cooper asked if the five foot non-access easement was incorporated in the current site plan for these two houses.

Ms. Voliva said yes.

Mr. Smith provided a brief overview of the family subdivision. The affordable homes will range from \$250,000 to \$350,000.

Mr. Cooper asked Mr. Smith his thoughts on the pedestrian access to the rear of the property.

Mr. Smith said he is okay with it if it happens.

Ms. Bell stated she does not see \$250,000 to \$350,000 as affordable housing to the average person who is on a fixed income.

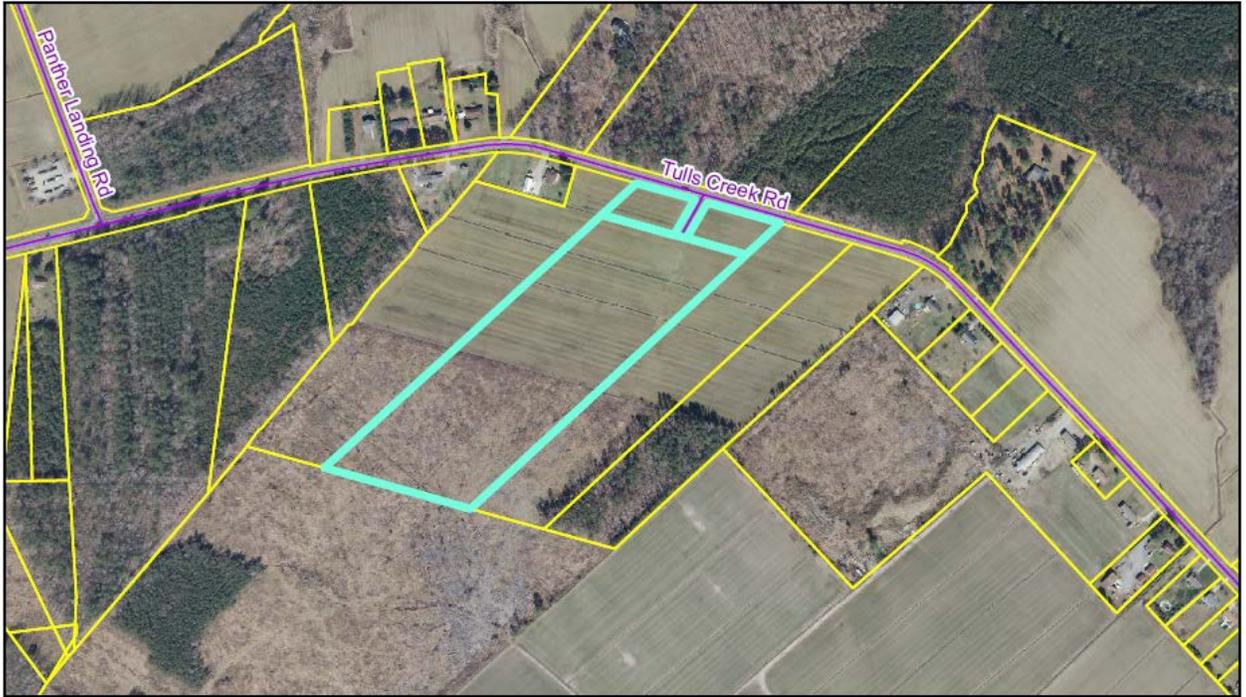
Mr. Cooper said land and development costs have increased and construction material continues to go up.

Ms. Overstreet said the building codes requirements can make the cost of homes increase too.

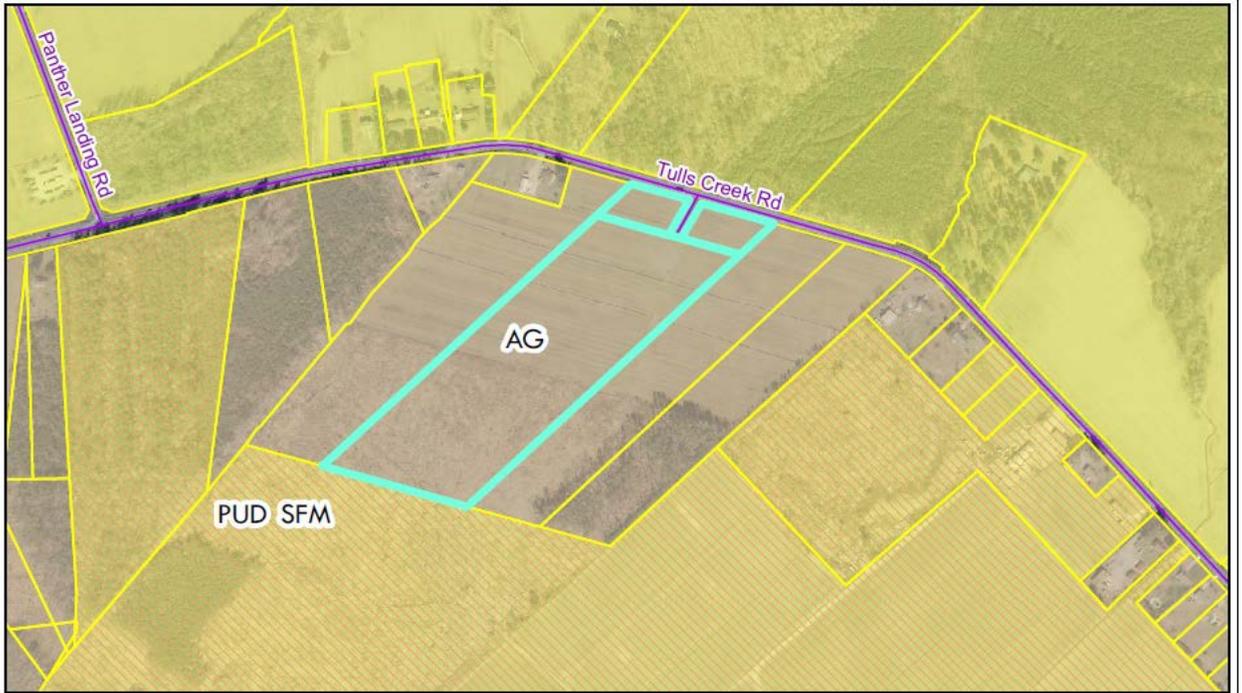
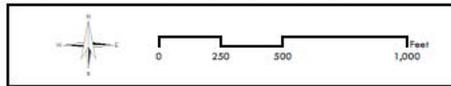
**ACTION**

Mr. Cooper moved to approve PB 14-10 due to its consistency with the goals, objectives, and policies of the Moyock Small Area Plan, compatible with existing and proposed uses surrounding the land subject to the application, and is the appropriate zoning district and uses for the land with the following conditions:

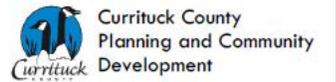
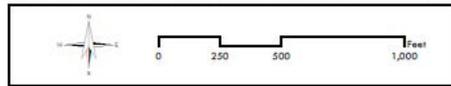
- If surrounding land becomes an active agricultural use prior to preliminary plat approval, the farmland compatibility buffer shall be addressed.
- Allow a reduction in the minimum index score if the adjacent properties are developed at the time of preliminary and final plat with the possibility of establishing a pedestrian access to the rear of the property.
- Ms. Bell seconded the motion and motion carried unanimously.

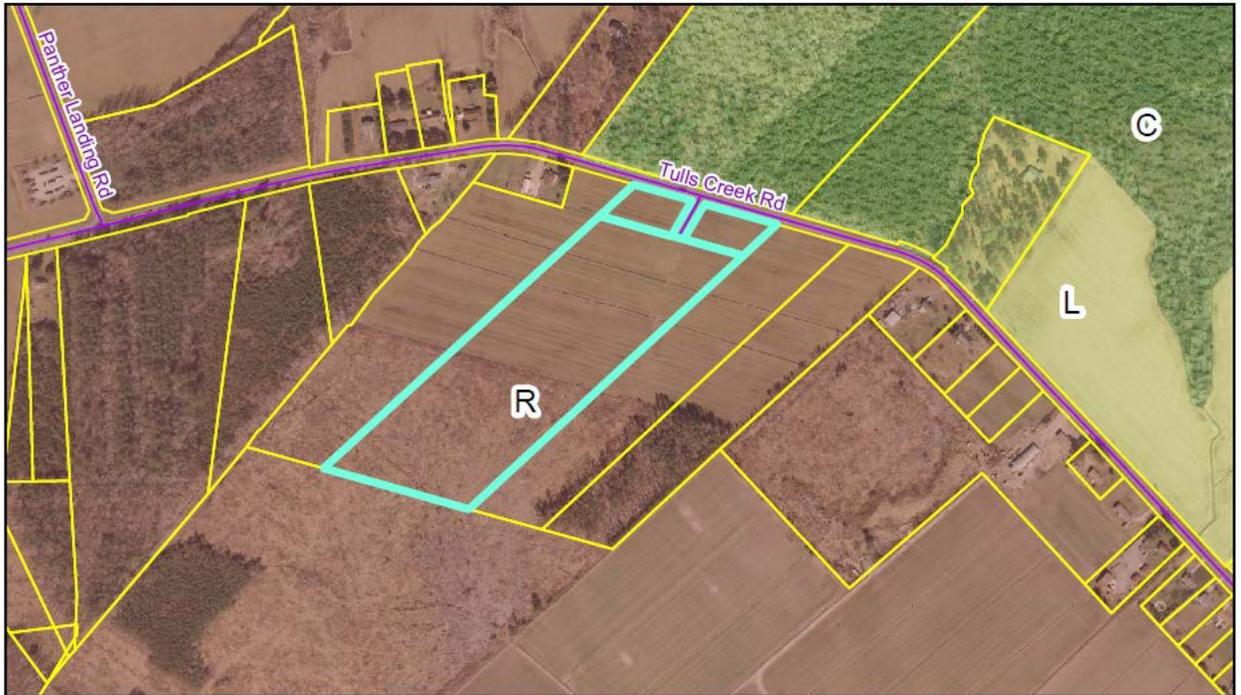


PB 14-10  
Bradley Smith  
Conditional Rezoning - Aerial

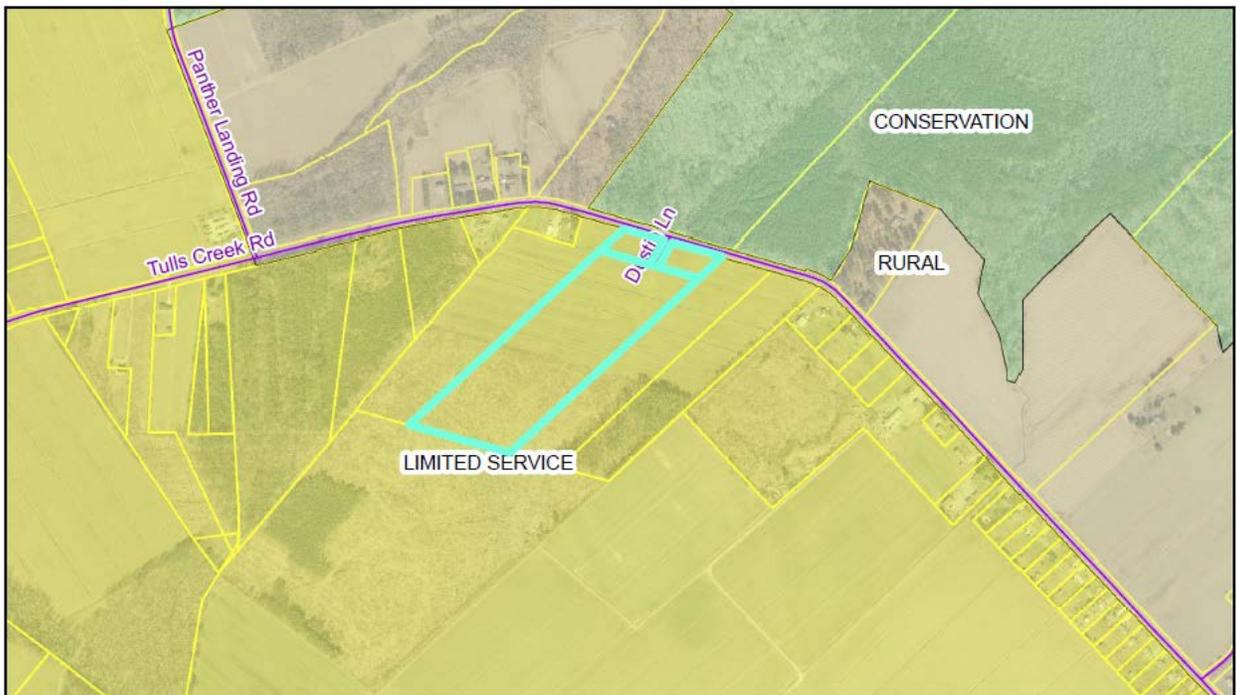
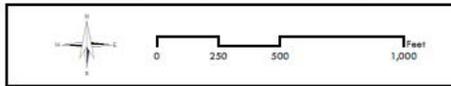


PB 14-10  
Bradley Smith  
Conditional Rezoning - Zoning

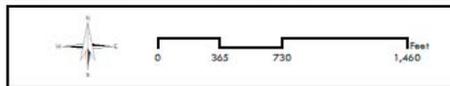




PB 14-10  
Bradley Smith  
Conditional Rezoning - LUC



PB 14-10  
Bradley Smith  
Moyock SAP FLU Map



**TRC COMMENTS:**

To: Bradley Smith  
Anthony Smith

From: Donna Voliva, Senior Planner

Date: May 21, 2014

Subject: PB 14-10 Bradley Smith - Conditional Rezoning

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The following comments have been received for the May 21, 2014 TRC meeting. Modifications of the request must be submitted by May 27, 2014 in order to remain on the June 10, 2014 Planning Board agenda. TRC comments are valid for six months from the date of the TRC meeting.

**Planning, Donna Voliva**

Reviewed

1. All property owners of the request must sign the application (Bradley K. Smith and Michelle K. Smith) A two lot family subdivision was approved for Bradley K. Smith and Michelle K. Smith and recorded on March 27, 2014. A single family dwelling is under construction on each of the two lots that are intended for sale. The rezoning includes the two family subdivision lots and it appears as the family subdivision was created as a part of the major subdivision and should be included in the major subdivision. This would affect the open space calculations and recreation and park area dedication that are part of the subdivision requirements.
2. The proposed Interconnectivity does not meet the requirements (road design). Further discussion regarding the interconnectivity and pedestrian circulation may be necessary.
3. Staff suggests the applicant modify one zoning condition that would require the minimum lot size to be a square footage measurement instead of an acreage calculation (i.e. 40,000 square feet).
4. Please provide approximate drainage patterns.
5. Please indicate the farmland compatibility buffer.

**Currituck County Engineer, Eric Weatherly****Currituck Soil and Water, Mike Doxey**

Approved

1. Refer to the UDO and the new Stormwater Manual for stormwater design rules and guidance (2yr, wooded, pre-developed/10yr post-developed). Stormwater forms, plans, and calculations will be required at construction submittal. A stormwater narrative will be required at preliminary plat submittal.

**Currituck County Utilities, Pat Irwin**

Approved

**Albemarle Regional Health Services, Joe Hobbs**

Reviewed

1. DEVELOPER NEEDS TO CONSULT WITH KEVIN CARVER RS WITH CURRITUCK COUNTY HEALTH DEPT.(252-232-6603) IN ORDER TO EVALUATE EACH LOT TO DETERMINE SOIL SUITABILITY FOR SEWAGE TREATMENT AND DISPOSAL FOR THIS PROPOSED SUB-DIVISION.

**Currituck County GIS, Harry Lee**

Reviewed

**Currituck County Fire Marshal, James Mims**

No comment

**NC State Archaeology, Lawrence Abbot**

No comment

1. No previously recorded archaeological sites noted within the project area. An archaeological survey is not recommended.

**NC Division of Coastal Management, Charlan Owens**

No comment

**US Postal Service, Moyock Postmaster**

1. Please contact the local postmaster (Moyock) to determine the mode of delivery and type of delivery equipment.

The following TRC member did not provide comments:

**Currituck County Building Inspections, Spence Castello**

Upon completion of Mr. Woody's presentation to the Board, Commissioner Aydlett clarified with Mr. Woody that there was a 40,000 square foot lot size and conditional zoning. Mr. Woody confirmed that was correct.

Chairman O'Neal opened the public hearing.

Cameron Tabor, 608 Tulls Creek Road, Moyock, spoke to what has been happening in the County with regard to building and questioned Planning Director Ben Woody regarding two particular homes on Tulls Creek Road. Mr. Woody explained these were family subdivision lots. Mr. Tabor went on to talk about the amount of residential growth in the Moyock area. He explained we are attracting residents who work in Virginia, we are responsible for educating their children and providing other services, yet there is not enough growth of industry with job creation to keep up. Mr. Tabor asked Commissioners to keep these issues in mind. Chairman O'Neal stated the growth is a direct reflection of the land use plan adopted in 2006, and is based on feedback received from public meetings. Chairman O'Neal said the County will be reviewing the land use plan.

Bradley Smith, Camden, introduced himself as the applicant and a small builder in the area. He plans to build quality, brick homes in the \$250-350,000 price range.

Chairman O'Neal closed the public hearing. With no further discussion Commissioner Martin moved to approve PB14-10 due to its consistency with the Moyock Small Area Plan density allowances for the Limited Service classification and the request is reasonable and in the public interest. Commissioner Gilbert seconded. Motion carried unanimously.

**New Business**

**A) Memorandum and Agreement to Partner with Wildlife Resources Commission for Waterlily Boating Access Area.**

County Manager Dan Scanlon explained a proposed partnership agreement between the County and the Wildlife Resources Commission (WRC) to refurbish the boat ramp and build a boardwalk for public use at the Waterlily Boating access. Mr. Scanlon explained a study by WRC showed some erosion has occurred at the facility. The project would both

repair and expand public use by allowing utilization of the boardwalk for fishing and recreation.

Currituck County would be responsible for partial funding of the project and continued maintenance of the property.

Commissioner Martin spoke of other area WRC boat ramps and believes, based on the examples he has seen, this project will produce another great recreation area for Currituck County. A slide was shown of the waterfront access in Waterlily.

Commissioner Griggs asked about the cost for WRC. Mr. Scanlon said he did not know what their monetary contribution would be. Commissioner Griggs suggested investigating the possibility of acquiring state matching funds.

Commissioner Petrey asked if the County could, and would be using Occupancy Tax to fund the project. Mr. Scanlon answered yes.

Chairman O'Neal asked for clarification on the upkeep of the property. Mr. Scanlon explained the County is responsible for general maintenance, citing lawn care and maintaining the boardwalk.

Commissioner Aydlett added that Congressman Walter Jones has pledged to help us with securing permissions to perform repairs at Veterans Park in Coinjock.

With no more discussion, Commissioner Martin motioned to approve the Memorandum and Agreement as presented. Commissioner Petrey seconded. Motion carried unanimously.

## **B) Board Appointments:**

1. Commissioner Appointment to Albemarle Regional Planning Organization

Commissioner Petrey nominated Commissioner Vance Aydlett to serve on the Albemarle Regional Planning Organization. Commissioner Gilbert seconded. All approved.

2. Appointments to Whalehead Preservation Trust-

No appointments were made to the Whalehead Preservation Trust

## **C) Consent Agenda:**

1. Approval of June 16, 2014 Minutes
2. ~~Budget Amendments~~
3. CDBG Monthly Status Report
4. Centennial Proclamation for NC Cooperative Extension
5. Consideration and Action: Crawford Township Volunteer Fire Department Request to Replace Failed Ladder Truck
6. Petition to NCDOT for State Maintenance of Arabian Lane.

7. Report of Insolvents and Resolution Approving the Settlement with the Tax Collector
8. Award of Contract for Parks and Rec Storage Building
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12. Ordinance Amending Section 10-63 of Chapter 10 of the Currituck County Code of Ordinances to Allow Certain Activities Involving Motor Vehicles on the Beach Strand and Foreshore from the Dare County Line to the North Beach Access Ramp Between May 1 and September 30.
13. First Amendment to Contract for Fire Protection and Rescue Services-Lower Currituck VFD and Corolla Fire & Rescue.

Commissioner Petrey moved to approve the Consent Agenda. Commissioner Gilbert seconded. Motion carried unanimously.

#### **D) Commissioner's Report**

Commissioner Martin reminded everyone of the Independence Day celebration and fireworks at Heritage Park this evening.

Commissioner Aydlett stated that something must be done about the boating access at Knotts Island and parking. He questioned if we might ask the Wildlife Resources Commission to perhaps purchase property for a boat ramp. He also asked staff to inquire about the purchase of a deep water access tract.

Chairman O'Neal had the opportunity to attend the Hurricane Arthur prep meetings and commended departments and staff on their training and preparedness. He thanked EMS, Fire, Sheriff, and all involved.

#### **E) County Manager's Report**

No report was given.

Commissioner Gilbert motioned to move into Closed Session. Commissioner Martin seconded. Motion carried.

#### **Closed Session**

Closed Session pursuant to G.S. 143-318.11(a)(3) to consult with the County Attorney in order to preserve attorney-client confidentiality in the matter entitled Swan Beach Corolla, LLC v. Currituck County, and other legal matters.

#### **Adjourn**

After reconvening the regular meeting, no action was taken. There being no further business, Commissioner Martin moved to adjourn. Commissioner Petrey seconded the motion. The meeting was adjourned.

## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 21st day of July 2014, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2015.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
20609	545000	Contract Services	
		\$ 12,444	
20609	587006	T T - SOBWS	\$ 6,865
20609	531400	Equipment Fuel	\$ 4,579
20609	532000	Supplies	\$ 1,000
60808	502000	Salaries - Regular	
		\$ 34,696	
60808	505000	FICA	2654
60808	506000	Health Insurance	\$ 7,955
60808	506001	Unemployment Insurance	\$ 215
60808	507000	Retirement Expense	\$ 4,257
60360	450500	Administrative Revenue	\$ 12,444
60360	470000	Utilities Charges - Water	\$ 25,000
60360	470001	Utilities Charges - Sewer	\$ 12,333
66390	495020	T F - Whalehead Subdivision Stormwater	
		\$ 6,865	
66390	490300	Capital Contribution	\$ 63,429
66868	502000	Salaries - Regular	\$ 51,805
66868	505000	FICA	\$ 3,963
66868	506000	Health Insurance	\$ 7,955
66868	506001	Unemployment Insurance	\$ 215
66868	507000	Retirement Expense	\$ 6,356
		<u>\$ 132,515</u>	<u>\$ 132,515</u>

**Explanation:** *Whalehead Subdivision Drainager District (20609); Ocean Sands Water & Sewer District (60808); Southern Outer Banks Water System (66868)* - The Southern Outer Banks water system currently has a vacant Water Treatment Plant Supervisor. There is a need for additional personnel to maintain the Ocean Sands Sewer and Whalehead Drainage System. This budget amendment will eliminate the Water Treatment Plant Supervisor position that is no longer required since the SOBWS expansion and add a Wastewater ORC Trainee position to the Ocean Sands Water and Sewer District. This new position will be funded 25% from the Whalehead Drainage District and 75% from Ocean Sands.

**Net Budget Effect:** Whalehead Subdivision Drainage District (20) - No change.  
 Ocean Sands Water & Sewer District Fund (60) - Increased by \$49,777.  
 Southern Outer Banks Water System Fund (66) - Decreased by \$70,294.

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # 120004

\_\_\_\_\_  
 Clerk to the Board

## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 21st day of July 2014, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2015.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10440	503500 Temporary Services	\$ 3,100	
10440	502000 Salaries - Regular		\$ 3,100
		<u>\$ 3,100</u>	<u>\$ 3,100</u>

**Explanation:** *Finance (10440)* - Transfer funds from salaries to temporary salarie to hire a temporary clerical clerk to assist the Finance Department while one of the employees is on Family Medical Leave without pay. Funding for this position will come from lapsed salary from approximately July 24 through September 4.

**Net Budget Effect:** Operating Fund (10) - No change.

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # 120004

\_\_\_\_\_  
Clerk to the Board

## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 21st day of July 2014, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2015.

<u>Account Number</u>	<u>Account Description</u>	Debit	Credit
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
50795	590003 Maintenance Building	\$ 225,000	
50380	481000 Investment Earnings		\$ 140,000
50390	495040 T F - Capital Improvements Funds		\$ 85,000
		<u>\$ 225,000</u>	<u>\$ 225,000</u>

**Explanation:** *Recreation Maintenance Building (50795)* - Increase appropriations for Maintenance building at Maple Park. Additional funding will come from increases in investment earnings and residual transfers from capital improvements that was remaining from completed projects.

**Net Budget Effect:** County Governmental Construction Fund (50) - Increased by \$225,000.

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # 120004

\_\_\_\_\_  
Clerk to the Board

## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 21st day of July 2014, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2015.

<u>Account Number</u>	<u>Account Description</u>	<u>Debit</u>	<u>Credit</u>
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10750-561000	Professional Services	\$ 6,091	
10750-521000	Rent		\$ 6,091
		<u>\$ 6,091</u>	<u>\$ 6,091</u>

**Explanation:** *SOCIAL SERVICES ADMIN (750)* - The rent will now be paid by the vendor and is included in the amended contract amount.

**Net Budget Effect:** Operating Fund (10) - No change.

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # \_\_\_\_\_

\_\_\_\_\_  
Clerk to the Board

## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 21st day of July 2014, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2015.

<u>Account Number</u>	<u>Account Description</u>	<u>Debit</u>	<u>Credit</u>
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10410-532000	Supplies		\$ 480
10410-557100	Software License Fees	\$ 480	
10660-532000	Supplies		\$ 480
10660-557100	Software License Fees	\$ 480	
		<u>\$ 960</u>	<u>\$ 960</u>

**Explanation:** *Administration (10410); Community Development (10660)* - Transfer funds for annual licenses fees for cloud software for Public Information Officer and Community Development.

**Net Budget Effect:** Operating Fund (10) - No change.

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # \_\_\_\_\_

\_\_\_\_\_  
Clerk to the Board

## BUDGET AMENDMENT

The Currituck County Board of Commissioners, at a meeting on the 21st day of July 2014, passed the following amendment to the budget resolution for the fiscal year ending June 30, 2015.

<u>Account Number</u>	<u>Account Description</u>	<u>Debit</u>	<u>Credit</u>
		<u>Decrease Revenue or Increase Expense</u>	<u>Increase Revenue or Decrease Expense</u>
10460-592000	Courthouse Projects	\$ 18,000	
10390-499900	Appropriated Fund Balance		\$ 18,000
		<u>\$ 18,000</u>	<u>\$ 18,000</u>

**Explanation:** *Public Works (10460)* - Carry forward residual funds from FY 2015 public works budget to replace the 3 HVAC systems in the finance office. The current units are 15-20 years old and are not functioning properly.

**Net Budget Effect:** Operating Fund (10) - Increased by \$18,000.

Minute Book # \_\_\_\_\_, Page # \_\_\_\_\_

Journal # \_\_\_\_\_

\_\_\_\_\_  
Clerk to the Board



**CURRITUCK COUNTY BOARD OF COMMISSIONERS**

**ITEM TO BE CONSIDERED**

Meeting Date:  Agenda #

**SUBJECT:**

**REQUESTED ACTION:**

Submitted by:  Department:

Date submitted:  Attachments: Yes  No

**REVIEW PROCESS:**

	Approved	
County Manager	Yes <input type="checkbox"/>	No <input type="checkbox"/>
County Attorney	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Finance Director	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<input type="text"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

**REVIEW COMMENTS:**

**FY 13-14 SETTLEMENT FOR DELINQUENT TAXES FOR TAX YEARS 2004-2013 (G.S. 105-373)**

**COLLECTION TOTALS FOR THE YEARS 2013 -2004\***

YEARS	Levy All Charge Codes	Adjustments Releases/Writeoffs	Net Levy	Interest Collected	Tax Payments*	Unpaid Balance*	% COLL
2013	30,941,333.86	66,932.91	30,874,400.95	58,128.19	30,417,147.27	457,253.68	98.52%
2012	30,144,693.26	80,968.88	30,063,724.38	87,324.33	29,910,178.59	153,545.79	99.49%
2011	29,923,141.24	38,923.02	29,884,218.22	115,792.24	29,800,454.79	83,763.43	99.72%
2010	28,908,805.72	65,543.87	28,843,261.85	134,159.99	28,801,347.20	41,914.65	99.85%
2009	28,840,132.82	87,575.66	28,752,557.19	160,198.02	28,723,204.13	29,353.06	99.90%
2008	28,688,630.38	76,612.07	28,612,018.31	188,437.80	28,591,682.66	20,335.65	99.93%
2007	28,105,800.32	222,800.98	27,882,999.34	129,591.36	27,868,755.47	14,243.87	99.95%
2006	27,465,895.65	128,232.81	27,337,662.84	109,385.95	27,327,863.52	9,799.32	99.96%
2005	27,270,920.57	190,369.48	27,080,551.09	128,800.35	27,069,209.87	11,341.22	99.96%
2004	21,680,470.44	208,254.42	21,472,216.02	108,107.59	21,452,668.41	19,547.61	99.91%
<b>TOTALS</b>	<b>281,969,824.26</b>	<b>1,166,214.10</b>	<b>280,803,610.19</b>	<b>1,219,925.82</b>	<b>279,962,511.91</b>	<b>841,098.28</b>	<b>99.70%</b>

\*Collections through June 30, 2014

Respectfully Submitted

and Sworn to this the 1st day of July 2014



Tracy Sample, Tax Collector



**CURRITUCK COUNTY BOARD OF COMMISSIONERS**

**ITEM TO BE CONSIDERED**

Meeting Date:  Agenda #

**SUBJECT:**

Minutes of the Board of Equalization and Review

**REQUESTED ACTION:**

Approval of the Minutes of the Board of Equalization and Review.

Submitted by:  Department:

Date submitted:  Attachments: Yes  No

**REVIEW PROCESS:**

	Approved	
County Manager	Yes <input type="checkbox"/>	No <input type="checkbox"/>
County Attorney	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Finance Director	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<input type="text"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

**REVIEW COMMENTS:**


**2014 BOARD OF EQUALIZATION & REVIEW**  
**Minutes**  
**July 7, 2014**

**The 2014 Board of Equalization & Review was called to order by Chairman S. Paul O’Neal at 6:00pm on Monday July 7, 2014.** Board Members O. Vance Aydlett Jr., Marion Gilbert, David Griggs, Paul Martin and H. M. Petrey were in attendance. Each member took and subscribed to the oath required by G.S. 105-322(c). The following appeals were considered.

**None:**

**No taxpayers either signed up prior to the meeting or appeared before the meeting was adjourned.**

**The Board of Equalization and Review adjourned at 6:30pm**

ATTEST:   
\_\_\_\_\_  
**Tracy Sample, Clerk to the  
Board of Equalization and  
Review**

\_\_\_\_\_  
**S. Paul O’Neal, Chairman**

\_\_\_\_\_  
**O. Vance Aydlett**

\_\_\_\_\_  
**Marion Gilbert**

\_\_\_\_\_  
**David Griggs**

\_\_\_\_\_  
**Paul Martin**

\_\_\_\_\_  
**H. M. Petrey**

## **CURRITUCK COUNTY JOB DESCRIPTION**

### **JOB TITLE: TEMPORARY CLERICAL STAFF**

#### **GENERAL STATEMENT OF JOB**

Under general supervision, performs responsible clerical and accounting work requiring independent judgment and initiative monitoring expenses and revenues for the County. Work includes but is not limited to answering telephones, filing paperwork, preparing daily deposits, and assisting with accounts payable.

#### **SPECIFIC DUTIES AND RESPONSIBILITIES**

##### **ESSENTIAL JOB FUNCTIONS**

Maintains records of expenditures and revenues, verifying payments made/received.

Prepares daily deposits and enters into financial system.

Sorts and delivers incoming mail daily.

Prepares, reviews and verifies invoices for payment; maintains computer files of invoices.

Performs routine clerical tasks, such as greeting visitors, recording and relaying messages, typing routine correspondence, addressing envelopes, processing and distributing mail, etc.

##### **ADDITIONAL JOB FUNCTIONS**

Answers telephone and receives inquiries, providing information or referring callers to other County officials, as appropriate.

Prepares, copies, files and/or distributes, as appropriate, various correspondence, records and forms.

Performs duties as assigned by the County Manager or his designees during a State of Emergency or other disaster.

Performs other related work as required.

#### **MINIMUM TRAINING AND EXPERIENCE**

Graduation from high school preferably accompanied by some experience in bookkeeping duties; or any equivalent combination of training and experience which provides the required knowledge, skills and abilities. Must possess a valid driver's license.

#### **MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS**

**Physical Requirements:** Must be physically able to operate a variety of machinery and equipment, including computers, typewriters, calculators, copiers, facsimile machines, dictation recorders, etc. Requires the ability to exert up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects.

**Data Conception:** Requires the ability to compare and/or judge the readily observable, functional, structural, or composite characteristics (whether similar to or divergent from obvious standards) or data,

people or things.

**Interpersonal Communications:** Requires the ability to speak and/or signal people to convey or exchange information. Includes receiving assignments and/or directions from superiors.

**Language Ability:** Requires the ability to read a variety of reports, correspondence, time sheets, work schedules, forms, procedural manuals, etc. Requires the ability to prepare a variety of correspondence, reports, forms, charts, etc. Must be able to speak to people with poise, voice control and confidence.

**Intelligence:** Requires the ability to apply rational systems to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists; to interpret a variety of instructions furnished in written, oral, diagrammatic, or schedule form.

**Verbal Aptitude:** Requires the ability to record and deliver information, to explain procedures, to follow oral and written instructions. Must be able to communicate effectively and efficiently in a variety of technical or professional languages such as Accounting terminology.

**Numerical Aptitude:** Requires the ability to utilize mathematical formulas; to add and subtract; multiply and divide; determines percentages and decimals; verifies and computes interest rates.

**Form/Spatial Aptitude:** Requires the ability to inspect items for proper length, width and shape.

**Motor Coordination:** Requires the ability to coordinate hands and eyes rapidly and accurately in using automated office equipment.

**Manual Dexterity:** Requires the ability to handle a variety of items, such as keyboards, control knobs, toggle switches, etc. Must have minimal levels of eye/hand/foot coordination.

**Color Discrimination:** Requires the ability to differentiate between colors and shades of color.

**Personal Temperament:** Requires the ability to deal with people beyond giving and receiving instructions. Must be adaptable to performing under stress and when confronted with persons acting under stress.

**Physical Communication:** Requires the ability to talk and/or hear: (talking - expressing or exchanging ideas by means of spoken words; hearing - perceiving nature of sounds by ear). Requires the ability to communicate via telephone.

### **KNOWLEDGE, SKILLS, AND ABILITIES**

General knowledge of the organization, operation, programs and policies of the County.

General knowledge of the application of established bookkeeping and accounting principles and techniques to governmental accounting transactions.

General knowledge of arithmetic.

General knowledge of state and local fiscal regulations, policies and procedures.

General knowledge of modern office practices and procedures.

Ability to use common office machines, including popular computer-driven word processing, spreadsheet and file maintenance programs.

Ability to maintain clerical records and to compile reports from them.

Ability to type accurately at a moderate rate of speed.

Ability to understand or apply laws, regulations and policies to the maintenance of financial records.

Ability to verify documents and forms for accuracy and completeness.

Ability to understand and follow written and oral instructions.

Ability to exercise independent judgment, discretion and confidentiality in the completion of work assignments.

Ability to establish and maintain effective working relationships as necessitated by work assignments.

**North Carolina Department of Transportation  
Division of Highways  
Petition for Road Addition**

**ROADWAY INFORMATION:** (Please Print/Type)

County: CURRITUCK Road Name: VINCENT DRIVE (EAST)  
(Please list additional street names and lengths on the back of this form.)  
SECTION 2+7

Subdivision Name: BEECHWOOD SHORES Length (miles): APPROX. 8/10 M.  
 Number of occupied homes having street frontage: 4<sup>E</sup> - 3<sup>W</sup> Located (miles): VINCENT DR 2/10 M  
 miles N  S  E  W  of the intersection of Route 1281 and Route VINCENT DR  
(Check one) (SR, NC, US) (SR, NC, US)

We, the undersigned, being property owners and/or developers of BEECHWOOD SHORES in CURRITUCK County, do hereby request the Division of Highways to add the above described road.

**CONTACT PERSON:** Name and Address of First Petitioner. (Please Print/Type)

Name: SHERI S. BAART Phone Number: (804) 725-6343 (C)  
(252) 435-2060 (H)  
 Street Address: 108 LAMB DRIVE  
 Mailing Address: 108 LAMB DRIVE; MOYOCK, NC 27958

**PROPERTY OWNERS**

<u>Name</u>	<u>Mailing Address</u>	<u>Telephone</u>
<u>Patsy Phelps Rohloff</u>	<u>Patsy P Rohloff 110 Lamb Dr. Moyock NC 27958</u>	
<u>Terry L. Rohloff</u>	<u>110 Lamb Dr. Moyock NC 27958</u>	
<u>Deena M. Early</u>	<u>P.O. Box 655 Moyock, N.C. 27958</u> <u>Resident 115 Vincent Drive Moyock, NC</u>	
<u>KENNETH DANIELS</u>	<u>105 VINCENT DR MOYOCK, NC</u>	
<u>Kevin Harris</u>	<u>113 Vincent DR Moyock, NC</u>	
<u>RBT. Dillman</u>	<u>117 Vincent Dr Moyock, NC</u>	
<u>parris burbage (trustee)</u>	<u>115 Vincent dr moyock, nc (P.O. 13550)</u>	

4 HOMES ON VINCENT DR EAST OF Rt. 128  
3 HOMES ON VINCENT DR WEST OF RT 128  
1281 IS BEECHWOOD SHORES DR

**INSTRUCTIONS FOR COMPLETING PETITION:**

1. Complete Information Section
2. Identify Contact Person (This person serves as spokesperson for petitioner(s)).
3. Attach four (4) copies of recorded subdivision plat or property deeds, which refer to candidate road.
4. Adjoining property owners and/or the developer may submit a petition. Subdivision roads with prior NCDOT review and approval only require the developer's signature.
5. If submitted by the developer, encroachment agreements from all utilities located within the right of way shall be submitted with the petition for Road addition. However, construction plans may not be required at this time.
6. Submit to District Engineer's Office.

**FOR NCDOT USE ONLY:** Please check the appropriate block

- Rural Road   
  Subdivision platted prior to October 1, 1975   
  Subdivision platted after September 30, 1975

**REQUIREMENTS FOR ADDITION**

If this road meets the requirements necessary for addition, we agree to grant the Department of Transportation a right-of-way of the necessary width to construct the road to the minimum construction standards of the NCDOT. The right-of-way will extend the entire length of the road that is requested to be added to the state maintained system and will include the necessary areas outside of the right-of-way for cut and fill slopes and drainage. Also, we agree to dedicate additional right-of-way at intersections for sight distance and design purposes and execute said right-of-way agreement forms that will be submitted to us by representatives of the NCDOT. The right-of-way shall be cleared at no expense to the NCDOT, which includes the removal of utilities, fences, other obstructions, etc.

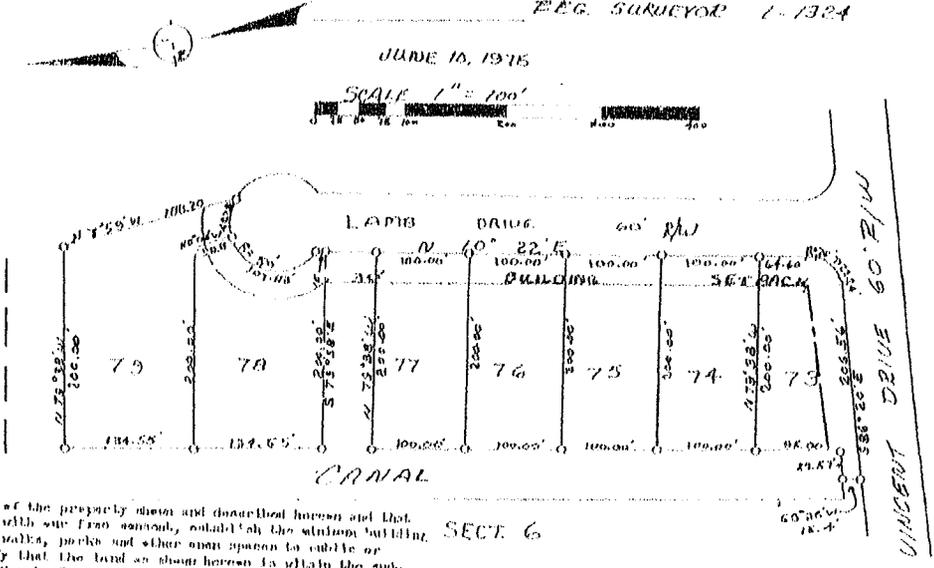
General Statute 136-102.6 (see page 29 for Statute) states that any subdivision recorded on or after October 1, 1975, must be built in accordance with NCDOT standards in order to be eligible for addition to the State Road System.

<u>ROAD NAME</u>	<u>HOMES</u>	<u>LENGTH</u>	<u>ROAD NAME</u>	<u>HOMES</u>	<u>LENGTH</u>
Vincent Drive	115	200'			
Vincent DR	125	200'			
Vincent DR	116	205'			
Vincent DR	215	220'			
VINCENT DR	117	150'			
VINCENT DR	113	175'			
VINCENT DR	105	150'			
LAMB	110	100'			
LAMB	108	100'			

BEECHWOOD SHORES "SECTION 7"  
L & H LAND CO.  
CURRITUCK COUNTY, NORTH CAROLINA  
P.E.G. SURVEYOR L-1324

JUNE 10, 1975

SCALE 1" = 100'



I hereby certify that we are the owner of the property shown and described herein and that we hereby adopt this plan of subdivision with our firm consent, establish the minimum building lines, and dedicate all streets, alleys, walks, parks and other open spaces to public or private use as noted. Further, we certify that the land so shown herein is within the subdivision regulations jurisdiction of the County Board of Commissioners of Currituck County.

June 10, 1975  
Date

C. A. Lantz  
Owner

Charles H. Lantz  
Owner

I hereby certify (1) that streets, utilities and other improvements have been installed in an acceptable manner and according to Currituck County specifications in the subdivision entitled hereon Section 7, (2) that a necessary bond in the amount of \$4,330.00 has been posted with the Currituck County Commissioners or (3) that a satisfactory financial arrangement has been made to a surety company to all required improvements in case of default.

10-10-75  
Date

Galum Rennie  
County Clerk

I hereby certify that the plat shown and described herein is a true and correct survey and that the monuments have been placed as shown herein, in accordance with the requirements of the Currituck County Subdivision

Linear Accuracy: 1:5000  
Angular Accuracy: 30" X the square root of the sum of angles turned.

This plat shows to be in accordance with the provision of North Carolina G. S. 47-20 as amended.

10-21-75  
Date

Ronald E. Wood  
Surveyor

Charles H. Lantz  
Owner

I hereby certify that the water supply and sewage disposal utility system installed, or proposed for installation, in the subdivision, entitled hereon Section 7 fully meets the requirements of the North Carolina State Health Department, and are hereby approved as shown.

I hereby certify that the subdivision plat shown herein has been found to comply with the subdivision regulations for Currituck County, with the exception of such variations, if any, as are noted in the minutes of the County Board of Commissioners and that it has been approved for recording in the office of the County Clerk of Currituck County.

10-10-75  
Date

H. D. Caffey  
Chairman, County Board of Commissioners

I, Galum Rennie, County Clerk and Treasurer of Currituck County, do hereby certify that Currituck County approved this plat or map and recorded the declaration of the owner, right-of-way and public work shown thereon, but assume no responsibility for the same or maintain the same until, in the opinion of the governing body of Currituck County, it is in the public interest to do so.

10-10-75  
Date

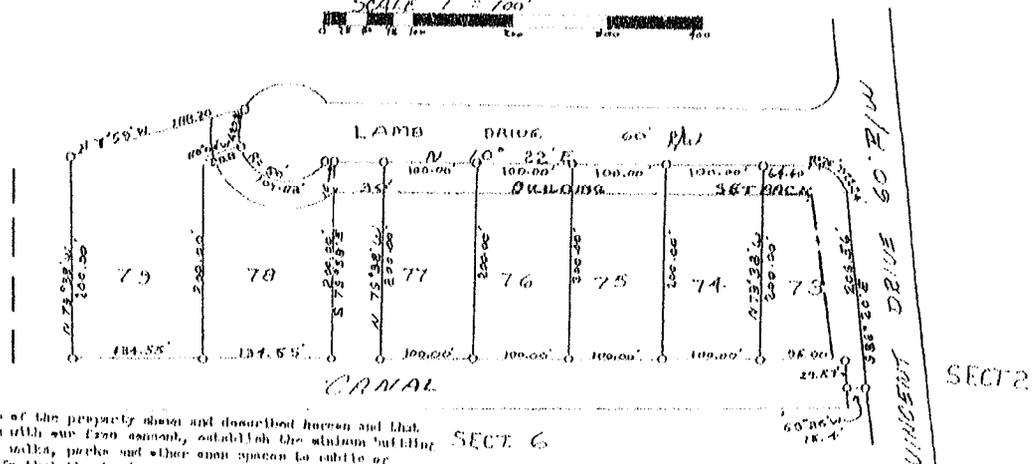
Galum Rennie

BEECHWOOD SHORES "SECTION 7"  
L & H LAND CO.  
CURRITUCK COUNTY, NORTH CAROLINA  
REG. SURVEYOR 1-1984



JUNE 10, 1975

SCALE 1" = 100'



I hereby certify that we are the owner of the property shown and described herein and that we hereby adopt this plan of subdivision with our best consent, establish the shown building lines, and dedicate all streets, alleys, walks, parks and other open spaces to public or private use as noted. Further, we certify that the land as shown herein is within the subdivision regulations jurisdiction of the County Commissioners of Currituck County.

June 10 1975  
Date

C. M. Hancock  
Owner

Charles H. Hester  
Owner

I hereby certify (1) that streets, utilities and other improvements have been installed in an acceptable manner and according to Currituck County specifications in the subdivision outlined hereon Section 7, (2) that a security bond in the amount of \$4,000.00 has been posted with the Currituck County Commissioners or (3) that a satisfactory financial arrangement has been made to a surety company of all required improvements in case of default.

10-10-75  
Date

Graham Perrier  
County Clerk

I hereby certify that the plat shown and described herein is a true and correct survey and that the monuments have been placed as shown hereon, in accordance with the requirements of the Currituck County Subdivision.

Linear Accuracy: 1/5000  
Angular Accuracy: 30" X the square root of the area of angles turned.

This plat shows is in accordance with the provision of North Carolina G. S. 170-50 as amended.

10-21 1975  
Date

Ronald E. Wood  
Surveyor

C. M. Hancock  
Owner

I hereby certify that the subdivision plat shown hereon has been found to comply with the subdivision regulations for Currituck County, with the exception of such variances, if any, as are noted in the minutes of the County Commissioners and that it has been approved for recording in the office of the Register of Deeds.

10-10-75  
Date

H. O. Coffey  
Register of Deeds

I hereby certify that the water supply and sewage disposal utility system installed, or proposed for installation, in the subdivision, outlined hereon Section 7 fully meets the requirements of the North Carolina State Health Department, and are hereby approved as shown.

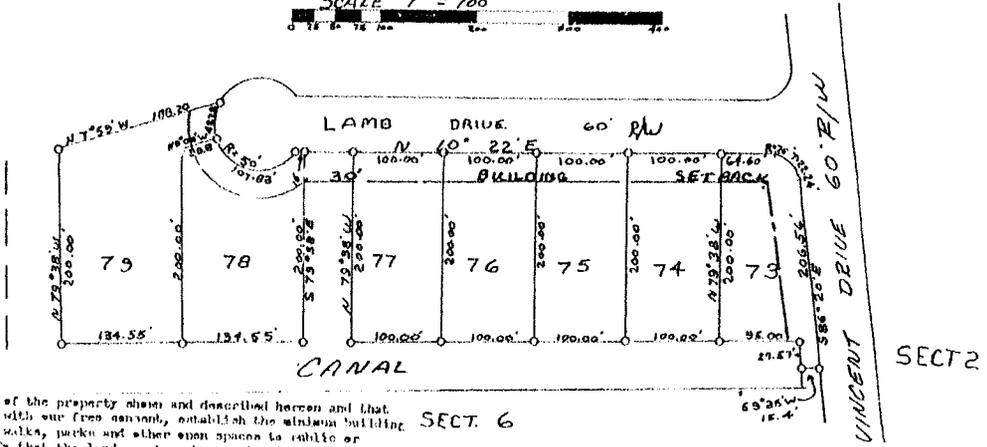
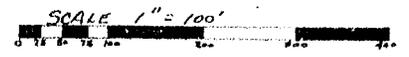
Graham Perrier the County Clerk and Treasurer of Currituck County, do certify that Currituck County approved this plat as map and accepted the dedication of the streets, right-of-way and public easement shown hereon, but assume no responsibility to or on or within the same plat, in the opinion of the governing body of Currituck County, it is in the public interest to do so.

10-10-75  
Date

Graham Perrier

BEECHWOOD SHORES "SECTION 7"  
L & H LAND CO.  
CURRITUCK COUNTY, NORTH CAROLINA  
REG. SURVEYOR L-1324

JUNE 10, 1975



I hereby certify that we are the owners of the property shown and described herein and that we hereby adopt this plan of subdivision with our free consent, establish the minimum building lines, and dedicate all streets, alleys, walks, parks and other open spaces to public or private use as noted. Further, we certify that the land as shown herein is within the subdivision regulations jurisdiction of the County Commissioners of Currituck County.

June 27 1975  
Date

C. H. L...  
Owner

Charles H...  
Owner

I hereby certify (1) that streets, utilities and other improvements have been installed in an acceptable manner and according to Currituck County specifications in the subdivision entitled Beechwood Shores Section 7; (2) that a security bond in the amount of \$4,000.00 has been posted with the Currituck County Commissioners or (3) that a satisfactory financial arrangement has been made to a surety company of all required improvements in case of default.

10-10-1975  
Date

Graham Perrier  
County Clerk

I hereby certify that the plat shown and described herein is a true and correct survey and that the monuments have been placed as shown herein, in accordance with the requirements of the Currituck County Subdivision...

Linear Accuracy: 1:5000  
Angular Accuracy: 30" X the square root of the sum of angles turned.

This plat shown is in accordance with the provision of North Carolina G. S. 47-70 as amended.

10-21 1975  
Date

Walter E. Wood  
Surveyor

Ann W. Bennett  
County Clerk

I hereby certify that the subdivision plat shown herein has been found to comply with the Subdivision Regulations for Currituck County, with the exception of such variances, if any, as are noted in the minutes of the County Commissioners and that it has been approved for recording in the Office of the Register of Deeds.

10-10-1975

H. O. Caffo  
Chairman, County Board of Health

I hereby certify that the water supply and sewage disposal utility system installed, or proposed for installation, in the subdivision, entitled Beechwood Shores Section 7 fully meets the requirements of the North Carolina State Health Department, and are hereby approved as shown.

June 28 1975

Walter E. Wood  
County Sanitation Officer

NORTH CAROLINA, CURRITUCK COUNTY  
The foregoing certificate of Ann W. Bennett  
Notary of Currituck County  
is (are)  
correctly and properly  
registered and recorded in the  
Page 27  
Date October 15 1975

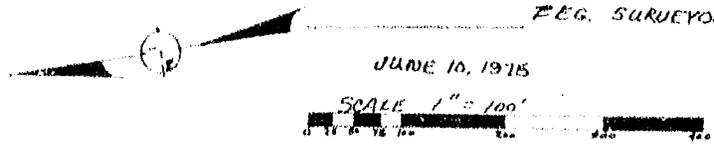
Graham Perrier

I, Graham Perrier, the County Clerk and Treasurer of Currituck County, do certify that Currituck County approved this plat as map and accepted the dedication of the easements, right-of-way and public park shown thereon, but assume no responsibility to erect or maintain the same until, in the opinion of the governing body of Currituck County, it is in the public interest to do so.

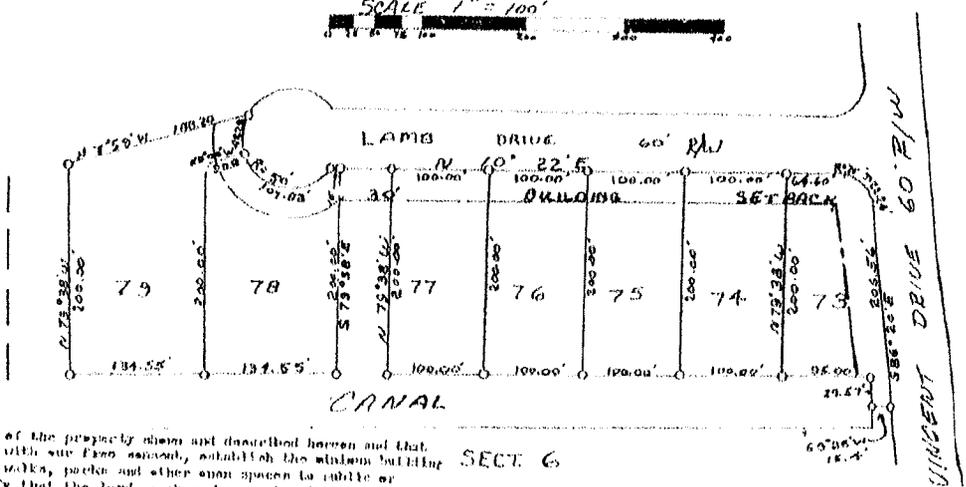
10-10-1975

Graham Perrier  
County Clerk-Treasurer

BEECHWOOD SHORES "SECTION 7"  
L F H LAND CO.  
CURRITUCK COUNTY, NORTH CAROLINA  
P.E.G. SURVEYOR L-1324



JUNE 10, 1975



SECT 2

SECT 6

I hereby certify that we are the owners of the property shown and described herein and that we hereby adjust this plan of subdivision with our files as shown, establish the minimum building lines, and dedicate all streets, alleys, walks, parks and other open spaces to public or private use as noted. Further, we certify that the land as shown herein is within the subdivision regulations jurisdiction of the County Commissioners of Currituck County.

June 12 1975  
Date

C. A. Lane  
Owner

Charles H. Lane  
Owner

I hereby certify (1) that streets, utilities and other improvements have been installed in an acceptable manner and according to Currituck County specifications in the subdivision entitled Beechwood Shores Section 7, (2) that a security bond in the amount of \$2,000.00 has been posted with the Currituck County Commissioners or (3) that a satisfactory financial arrangement has been made to assure completion of all required improvements in case of default.

10-10-75  
Date

Julian Perrie  
County Clerk

I hereby certify that the plat shown and described herein is a true and correct survey and that the monuments have been placed as shown herein, in accordance with the requirements of the Currituck County subdivision.

Linear Accuracy: 1:5000  
Angular Accuracy: 30" ± the square root of the sum of angles turned.

This plat shown is in accordance with the provision of North Carolina G. S. 47-50 as required.

10-21 1975  
Date

Ronald E. Wool  
Surveyor

Charles H. Lane  
Owner

I hereby certify that the subdivision plat shown herein has been found to comply with the subdivision regulations for Currituck County, with the exception of such variances, if any, as are noted in the minutes of the County Commissioners and that it has been approved for recording in the office of the Register of Deeds.

10-10-75

H. O. Capps  
Register, County Records

I, Julian Perrie, the County Clerk and Treasurer of Currituck County, do hereby certify that Currituck County approved this plat or map and accepted the dedication of the streets, right-of-way and public work shown thereon, but assume no responsibility to own or maintain the same until, in the opinion of the governing body of Currituck County, it is in the public interest to do so.

10-10-75

Julian Perrie  
County Clerk-Treasurer

I hereby certify that the water supply and sewage disposal utility system installed, or proposed for installation, in the subdivision, entitled Beechwood Shores Section 7 fully meets the requirements of the North Carolina State Health Department, and are hereby approved as shown.

June 12 1975

NORTH CAROLINA COMMISSIONER OF DEEDS  
The foregoing certification of Charles H. Lane  
Notary of Currituck County  
is (and) recorded by

**19A NCAC 02C .0203 REQUIREMENTS/ADDITION OF SUBDIVISION ROADS TO THE SYSTEM**

The following conditions must be met before the Division of Highways may consider the addition of a subdivision street to the state highway system:

- (1) The minimum construction standards and other requirements in this Section must be a part of the proposal to be reviewed for approval before the subdivision map is recorded in the county Register of Deeds Office.
- (2) The developer or property owners shall submit a petition for addition (DOT Form SR1) to the Department of Transportation.
- (3) Developers or property owners must dedicate right-of-way free of charge and clear of all encumbrances.
- (4) Utilities requiring adjustment or relocation to conform to Division of Highways requirements (See Rule .0204 of this Section) shall be made at no expense to the Division of Highways. Existing or relocated utilities may remain within the right-of-way of any subdivision street added to the secondary road system provided the location of same meets Division of Highways' approval and further provided the utility owner executes an encroachment agreement on forms furnished by the Division of highways.
- (5) At least 20 percent of the lots bordering the street must be individually owned.
- (6) Subdivision access roads must provide ingress and egress for at least five occupied residences for roads less than one mile in length and an average of five occupied residences per mile for roads over one mile in length. A subdivision access road is a road built through vacant property to provide access to the property being developed. This road would not have lots platted along it.
- (7) A minimum of four occupied homes is required for the addition of roads less than two-tenths of a mile in length. Cul-de-sacs less than two-tenths mile in length must serve at least four occupied homes. If four occupied homes are not served, it shall be treated as a private drive.
- (8) Connecting streets with less than the required occupied homes for the length involved may be reviewed as to traffic usage for addition purposes. Traffic usage equivalent to the traffic that would be generated by the correct number of occupied homes may be acceptable.
- (9) Any subdivision street with a right-of-way dedicated, recorded or that has preliminary approval from a county planning board dated after September 30, 1975 shall not be added to the state maintained system unless the street is paved to the minimum construction standards of the Division of Highways for subdivision streets.
- (10) The Division of Highways may consider the addition of streets that serve developments with large lots or parcels that are of the size that the occupied housing requirement of two homes per tenth of a mile cannot be met. The number of occupied homes needed may be a judgment factor based upon the length and the number of lots or parcels involved. The minimum requirement shall be four occupied homes.
- (11) Erosion and sedimentation. All subdivision roads shall have a permanent vegetative cover established and other permanent erosion control measures installed in accordance with Division of Highways' specifications.
- (12) Prior to addition to the state system, subdivision roads shall be in an acceptable state of maintenance when petitioned for state maintenance.
- (13) All pipe culverts, storm sewers and appurtenances shall be free of all debris and silt build-up and shall be structurally and hydraulically sound, and functioning in a normal manner. All drainage ditches shall be of such a width and depth and with such a slope as to carry the anticipated discharges. Paved ditches or rip rap shall be required where necessary.

*History Note: Authority G.S. 136-18(1); 136-44.1; 136-102.6;  
Eff. April 3, 1981;  
Amended Eff. December 29, 1993; July 1, 1984; October 1, 1982.*

CURRITUCK COUNTY  
NORTH CAROLINA

|

SALARY AND COMPENSATION RESOLUTION  
FOR THE 2014-2015 FISCAL YEAR

BE IT RESOLVED by the County Commissioners that the following salaries and other compensation

SECTION 1 - BOARDS

Board of Adjustments

Members \$50. per meeting

Airport Advisory Board

Members \$50. per meeting

Board of Commissioners

Chairman \$1300. per month

Members \$1200. per month

Stormwater Advisory Board

Members \$50. per meeting

Economic Development Board

Members \$50. per meeting

Tourism Development Authority

Members \$50. per meeting

Board of Elections

Chairman \$75. per month plus \$8.00 per meeting hour  
plus travel reimbursement at per diem rate

Members \$25. per month plus \$8.00 per meeting hour  
plus travel reimbursement at per diem rate

Chief Judge	\$150. on election day, \$20. on canvass day, \$15. on instruction day plus travel
Judge	\$100. on election day, \$15. on instruction day plus travel reimbursement at per diem rate
Assistants	\$85 on election day, \$15. on instruction day plus travel reimbursement at per diem rate
<u>Board of Equalization</u>	
Members	\$100. per day; \$50. per half day
<u>Land Transfer Tax Appeals Board</u>	
Members	\$50. per meeting
<u>Library Board of Trustees</u>	
Members	\$50. per meeting
<u>Other</u>	
Jury Commission	\$50. per day
<u>Planning Board</u>	
Members	\$50. per meeting
<u>Social Services Board</u>	
Members	\$50. per meeting
Chairman	\$75. per meeting
<u>Parks and Recreation Board</u>	
Members	\$50. per meeting
<u>Fire And EMS Board</u>	
Members	\$50. per meeting
<u>Senior Citizens Advisory Board</u>	\$50. per meeting
<u>Nutrition Board</u>	\$50. per meeting

Payments made to board members (except the Board of Commissioners and Board of Elections) are considered fees for the payment of all expenses incurred while serving in a voluntary capacity unless additional compensation is provided for in the enacting ordinance.

### SECTION 3 - NEW APPOINTMENTS

#### Compensation

The County Manager is authorized without further approval to enroll new personnel at a grade level not to exceed that of step 3; however, no new position may be established or salaries increased without the approval of the County Board of Commissioners.

#### Minimum Wage

Notwithstanding the above, the County Manager may raise the salary of any employee to the Federal minimum wage level without further approval from the County Board of Commissioners.

### SECTION 4 - PART-TIME AND TEMPORARY EMPLOYEE BENEFITS

County employee benefits, including but not limited to vacation leave, holiday leave, sick

#### PART-TIME/TEMPORARY PAY RATES

##### **Hourly**

EMT Basic - Temporary	\$13.68 per hr
EMT Intermediate - Temporary	\$15.76 per hr
EMT Paramedic - Temporary	\$19.04 per hr
Airport Lineman - Part-time	\$13.68 per hr
Airport Manager - Temporary	\$25.56 per hr
Library Assistant I - Part-time	\$12.79 per hr
Clerical Position - Temporary	\$11.00 per hr
Deputy Trainee - Part-time	\$16.36 per hr
Deputy I - Part-time	\$17.26 per hr
Deputy II - Part-time	\$18.15 per hr
Detention Officer - Part-time	\$13.94 per hr
Maintenance Helper - Temporary	\$11.90 per hr
Camp Counselors - Seasonal	\$9.00 per hr
Visitor Relations Coordinator - Temporary	\$12.79 per hr
Telecommunicator Trainee - Part-time	\$15.13 per hr
Telecommunicator - Part-time	\$15.47 per hr

**Parks & Recreation Temporary Staff**

Janitor - All Sports	\$7.25 per hr
Scorekeeper - All Sports	\$7.25 per hr
Score Board Operator - Tackle Football	\$18.00 per game
Site Coordinator - All Sports	\$14.50 per hr
Referee - 5 - 9 yr old Basketball	\$18.00 per game
Referee - 10 - 15 yr old Basketball	\$20.00 per game
Referee - Flag Football	\$18.00 per game
Referee - Youth Volleyball	\$18.00 per game
Referee - Soccer	\$18.00 per game
Umpire - Baseball Ages 7 - 8	\$18.00 per game
Umpire - Softball 8U	\$18.00 per game
Umpire - Baseball Ages 9 - 10	\$24.00 per game
Umpire - Softball 10U - 16U	\$24.00 per game
Umpire - Baseball Ages 11 - 15	\$27.00 per game
Umpire - Softball 18U	\$30.00 per game

SECTION 5 - TRAVEL

Per Diem Rate

Subject to the approval of their department head, employees are entitled to travel reimbursement for use of a personal vehicle while transacting County business at the current standard mileage rate allowed by the Internal Revenue Service.

Amended this 21st of July 2014.

ATTEST.

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S. Paul O'Neal, Chairman  
Board of Commissioners

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Mary S. Gilbert  
Clerk to the Board

**CURRITUCK COUNTY  
CLASSIFICATION BY SALARY GRADE  
FOR THE FISCAL YEAR ENDING JUNE 30, 2015**

SALARY GRADE	SALARY RANGE	CLASSIFICATION
50	\$22,889-\$31,373	Custodian
50.5	\$24,186-\$33,765	Senior Center Assistant Coordinator
51	\$24,747-\$33,974	Maintenance Helper Park Attendant Rural Attendant SOS Assistant
52	\$26,603-\$36,611	Accounting Clerk I Community Social Services Assistant DSS DCI CP/Clerk Deputy Register of Deeds Library Assistant I Meter Reader Permit Officer Processing Assistant IV Public Information Assistant IV Recreation Assistant Secretary I Tax Clerk I Visitor Relations Coordinator

53	\$28,462-\$39,177	Line Maintenance Mechanic Helper Library Assistant II Maintenance/Repair Worker EMT Basic/Firefighter Sales & Market Associate Lineman - Airport Tax Clerk II Utilities Customer Service Representative
53.5	\$28,998-\$40,157	Detention Officer
54	\$30,319-\$41,776	4H Program Associate Animal Control Officer Assistant Register of Deeds Deputy Director of Elections District Administrator F&C Sciences Associate Income Maintenance Caseworker I Library Associate I Permit Officer II Public Info Asst V Accounting Clerk II Rural Center Manager Telecommunicator Trainee
54.5	\$30,892-\$42,821	Intake Officer

55	\$32,178-\$44,380	*Library Associate II Accounting Clerk III *Administrative Assistant I Deputy Tax Collector Line Maintenance Mechanic Maintenance/Repair Worker Electrician Park Superintendent Promo Coordinator Recreation Specialist Supervisor Visitor Center Telecommunicator I Tourism Promo & Event Coordinator Utilities Customer Service Supervisor
55.5	\$32,788-\$45,489	EMT Intermediate/Firefighter
56	\$34,037-\$46,983	Water Plant Operator Trainee Deputy Trainee Emergency Management Program Assistant Income Maint Caseworker II Planner Technician Social Worker I Support Technician Telecommunicator II Wastewater ORC Trainee
56.5	\$35,343-\$49,609	Animal Control Supervisor Sergeant Detention Officer

57	\$35,894-\$49,582	*Administrative Assistant II Accounting Technician Building Inspector I Deputy Emergency Management Coordinator Deputy Sheriff I Development Code Enforcement Officer Human Resources Assistant
57	\$35,894-\$49,582	Maintenance Supervisor Rural Center Director Wastewater ORC Water Plant Operator Water Plant Operator/Lab Technician
58	\$37,752-\$52,185	Deputy Sheriff II Income Maint Caseworker III Income Maint Investigator II Training Officer
59	\$39,609-\$54,786	Building Inspector II probationary/ FQ Inspect I Deputy Sheriff III Detective I EMT Paramedic/Firefighter Financial & Budget Assistant Marketing Program Manager Planner I Tax Appraiser

60	\$41,468-\$57,388	*Administrative Officer I *Communications Supervisor *Income Maintenance Supervisor II *Lieutenant Detention Officer Detective II E-Marketing/Web Development Specialist Fire Marshal GIS Specialist Lieutenant - EMS Risk Manager Social Worker II Soil & Water Technician Water Distribution Supervisor Trainee Web/AV Specialist
60.5	\$42,264-\$58,823	*Senior Center Coordinator
61	\$43,326-\$59,990	Building Inspector III probationary/FQ BI II Detective II Director of Elections GIS Coordinator Paralegal Planner II Public Information Officer Sergeant
61	\$43,326-\$59,990	Water Distribution Supervisor
62	\$45,184-\$62,592	*Building Superintendent Social Worker III Social Worker Invest/Assess Treatment

63	\$47,041-\$65,192	Building Inspector III FQ Engineering Technician *Social Work Supervisor II *Water Treatment Plant Supervisor
64	\$48,900-\$67,794	*Chief Building Inspector *Jail Superintendent *Recreation Director *Senior Planner
65	\$51,156-\$70,954	*Administrative Assistant/Clerk to Board *Airport Manager *Captain - EMS *Manager Business Development/Airport Oper. *Project Coordinator
66	\$52,617-\$72,999	*Public Utilities Superintendent *Social Worker Supervisor III *Tourism Director
67	\$54,472-\$75,597	*Emergency Management Director *Lieutenant - Sheriff
68	\$56,330-\$78,198	*Human Resources Director *IT Director *Tax Administrator
69	\$58,188-\$80,800	*Captain - Sheriff
70	\$60,102-\$83,480	*Chief Deputy - Sheriff
71	\$61,904-\$86,003	
72	\$63,763-\$88,606	
73	\$65,619-\$91,205	*Economic Development Director
74	\$67,478-\$93,809	
75	\$69,335-\$96,409	*Chief of EMS

76	\$71,194-\$99,011	*Director of Social Services *Finance Director *Public Utilities Director
77	\$73,051-\$101,611	
78	\$74,910-\$104,215	
79	\$76,768-\$106,816	
80	\$78,398-\$109,098	
81	\$80,357-\$121,693	
82	\$82,366-\$124,735	
83	\$84,426-\$127,853	
84	\$86,536-\$131,050	
85	\$88,700-\$134,326	
86	\$90,917-\$137,684	
87	\$93,054-\$140,921	*County Manager
88	\$93,977-\$142,318	*Planning Director
89	\$96,326-\$145,876	
90	\$98,735-\$149,523	
91	\$101,203-\$153,261	
92	\$103,347-\$156,508	*Engineer
93	\$105,931-\$160,421	
94	\$108,579-\$164,432	
95	\$111,294-\$168,542	
96	\$114,076-\$172,756	
97	\$116,928-\$177,075	
98	\$119,851-\$181,502	
99	\$122,848-\$186,039	
100	\$125,919-\$190,690	
101	\$129,067-\$195,458	
102	\$132,293-\$200,344	
103	\$135,601-\$205,353	

104	\$138,991-\$210,486	
105	\$142,465-\$215,749	
106	\$146,027-\$221,142	
107	\$149,678-\$226,671	
108	\$153,420-\$232,338	
109	\$157,255-\$238,146	
110	\$161,187-\$244,100	
111	\$165,206-\$250,187	*Attorney

\* indicates exempt status

Board determined

\*County Manager's salary

Board determined

\*Sheriff's salary

Board determined

\*Register of Deeds' salary

Board determined

\*Attorney's salary

**From:** Mitchell Copeland [<mailto:mitchcopeland@hotmail.com>]  
**Sent:** Monday, July 14, 2014 8:05 AM  
**To:** Dan Scanlon; Robert Glover  
**Cc:** Jim Cason; Evelyn Henley; Charles Berry; [donnie.mathias83@gmail.com](mailto:donnie.mathias83@gmail.com); Crystal Daneker; Kevin Morgan  
**Subject:** FW: Air packs

Dan,

I have another last minute request that if possible needs to go to the Commissioners at the next meeting (7/21/2014). This request came to me over the weekend and has not been before the F&EMSAB. I told Chief Morgan that I would assist with the process although the F&EMSAB had not reviewed the request.

Knotts Island Fire Department was awarded a grant to fund \$30,000 towards new airpacks. The total cost is no more than \$70,000. This grant therefore is providing approx. 50% funding. This is under the same time frame as the Lower Currituck grant recently approved with a completion date of 9/30/2014. The approval letter states the equipment must be delivered prior to reimbursement can be made, requiring an order to be placed by the end of this month. Attached is the grant approval letter dated May 15, 2014.

Knotts Island is requesting use of CURRENT FUNDS to make this purchase. NO additional funds need to be appropriated.

The purchase will be for SCOTT brand airpacks. This will bring one more fire department in line with current standardization with the majority of departments having SCOTT brand airpacks. Also, this will begin the ownership of Knotts Island Fire Department's airpacks. To date, they have used loaner airpacks from the City of Virginia Beach.

The email conversation I have had with Chief Morgan is below for further reference.

Thank you, and please call if I can provide further information.....

**Mitch Copeland**  
**(757)650-0402**



## Injury Prevention - Programs - Grants

Wayne Goodwin | Commissioner of Insurance

May 15, 2014

Chief Kevin Morgan, Jr.  
Knotts Island Fire Dept., Inc.  
P.O. Box 115  
Knotts Island, NC 27950

Dear Chief:

Congratulations! You have been selected to receive a 2014 Volunteer Fire Department Fund grant. The fire department has been awarded \$30,000.00.

The attached items have been approved for purchase by your agency. No equipment will be authorized that is not on this list or was purchased prior to the announcement date for the grant. Please note that all equipment purchased through the Volunteer Fire Fund shall remain in the possession of the fire organization for a minimum of five (5) years and is subject to inspection and/or audit.

September 30th is the deadline for all equipment to be delivered and for invoices to be postmarked to the NC Department of Insurance-Office of State Fire Marshal. **We recommend that you submit your invoice information to us via certified mail. Used, reconditioned, refurbished equipment and equipment that is backordered on an invoice cannot be accepted.** All invoices must be submitted as one package and should be sent in as soon as possible, but not later than September 30th, since you will be issued one check.

A copy of your equipment list must be enclosed with your invoices. Please number your invoice(s) and indicate on the equipment list the corresponding number. If you want to request changes to your equipment it must be done in writing prior to the deadline date.

To retrieve the forms necessary to complete your grant, follow these instructions:

1. Go to <http://www.ncdoi.com/OSFM/>
2. Go to 'OSFM Divisions' then select 'Fire/Rescue Grants and Relief Funds'
3. On the next page select the link for 'Volunteer Fire Department Fund', under 'Forms to be Completed' you will find the Conflict of Interest, Agreement of Payment and No Overdue Tax Debt forms.
4. Use the Logon below

**User Name: fchief427**

**Password: jk\*V6Rr\***

Again, congratulations on receiving a Volunteer Fire Department grant. If you have questions, please call Diane Whitman, Grant Fund Administrator at 1-800-634-7854 or email [>diane.whitman@ncdoi.gov](mailto:diane.whitman@ncdoi.gov).

Yours very truly,

Wayne Goodwin  
Insurance Commissioner, State Fire Marshal

WG/gr

Updated 7/11/14

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## 2014 Fire Grant Approved Equipment

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**Department:** Knotts Island Fire Dept., Inc.

**FDID:** 02706

**Address:** Post Office Box 115  
Knotts Island, NC 27950

**County:** Currituck

**Requested:** \$30,000.00

**Approved:** \$30,000.00

---

10 SCBA Complete

10 SCBA Spare Bottle

13 SCBA Face Mask

5130 Parkway Plaza Blvd.  
 Charlotte, N.C. 28217  
 (704) 954-1700  
 Fax (704) 954-1799

July 15, 2014

Ms. Sandra Hill  
 Finance Director  
 County of Currituck  
 153 Courthouse Road, Suite 101  
 Currituck, North Carolina 27929

Dear Sandra:

Branch Banking and Trust Company (“BB&T”) is pleased to offer this proposal for the modification of the County’s water revenue bond, as requested by the County of Currituck, (the “County”).

- (1) **Project:** Refunding of a portion of the County’s water revenue bond
- (2) **Amount to Be refinanced:** \$9,500,000.00
- (3) **Interest Rates, Financing Terms and Corresponding Payments:**

<b>Contract #</b>	<b>Maturity</b>	<b>Rate</b>
9933003598-00001	3-20-2028	2.98%

The amortization shall be amended to reflect the new interest rate and payments shall be adjusted accordingly. Interest accrued since the last payment date may need to be paid if required by the LGC or BB&T to effect the refunding.

The interest rate stated above is valid for a closing not later than 45 days from today.

Remuneration for our legal review expenses and underwriting for this financing transaction shall be \$7,500.00. BB&T will waive the 1% prepayment premium upon modification.

- (4) **Financing Documents:**

BB&T and its counsel shall prepare the modification documentation for the County. Closing shall occur as soon as is reasonable with the County and BB&T subject to the LGC review and acceptance.

\* \* \*

BB&T shall have the right to renegotiate or cancel this offer by notifying the County of its election to do so (whether or not this offer has previously been accepted by the County) if at any time prior to the closing there is a material adverse change in the County’s financial condition if we discover

adverse circumstances of which we are currently unaware, if we are unable to agree on acceptable documentation with the County or if there is a change in law (or proposed change in law) that changes the economic effect of this financing to BB&T.

Please call me at (336) 376-0254 with your questions and comments.

Sincerely,

BRANCH BANKING AND TRUST COMPANY

A handwritten signature in cursive script that reads "Alison W. Peeler".

Alison W. Peeler  
Senior Vice President

Enclosure

***Resolution Approving Terms of Re-financing***

**WHEREAS**, Currituck, North Carolina (the "County") has determined to change the terms of the Payment Schedules to that Financing Agreements and Deed of Trusts (the "Original Agreement") granted to F. Louis Loyd, III (the "Deed of Trust Trustee") for the benefit of Branch Banking and Trust Company ("BB&T") for contract # 9933003598-00001 and

**WHEREAS**, the changes to the terms of the Payment Schedule include revising the interest rates on \$9,500,000.00 of the loan from 4.09% to 2.98% for loans 00001 maturing on March 20, 2028; and

**NOW, THEREFORE BE IT RESOLVED** by the governing body of the County of Currituck, North Carolina that the proposed changes to the Payment Schedule of the Original Agreement are hereby approved and the officers designated to sign financing documents are hereby authorized and directed to take such action as may be necessary to effectuate such changes. All other terms and conditions of the Original Agreement and the Payment Schedule thereof remain in full force and effect.

Adopted this \_\_\_ day of \_\_\_\_\_ 2014

Attestation:

By: \_\_\_\_\_  
Clerk

SEAL

By: \_\_\_\_\_  
Manager

## RESOLUTION

WHEREAS, the North Carolina State Highway Patrol has a shortage of Troopers in Currituck County, North Carolina; and

WHEREAS, 7 Trooper positions are assigned to Currituck County, and of those 7 Trooper positions 3 are vacant; and

WHEREAS, Trooper positions in Dare County are consistently filled, yet Currituck County assigned Trooper positions have not been fully staffed since December of 2007; and

WHEREAS, millions of vehicles travel US Highway 168 and US Highway 158 in June, July and August alone, and Currituck County has not had an extra Trooper allocated to cover increased traffic flow during the busy summer season since 2004; and

WHEREAS, the Currituck County Sheriff's Department must add hours or personnel to make up for the serious shortage of Troopers, the financial burden incurred at the local level the same as an unfunded state mandate; and

WHEREAS, the Currituck County Board of Commissioners is concerned about the safety of County residents and visitors who travel on our congested highways.

NOW, THEREFORE BE IT RESOLVED, the Currituck County Board of Commissioners is requesting the State fill the 3 vacant Trooper positions that have been allocated to Currituck County but continue to remain unstaffed.

FURTHER IT BE RESOLVED that a certified copy of this resolution be forwarded to Governor Pat McCrory, Colonel William J. Grey, Commander, NCHP, Senator Bill Cook, and Representative Bob Steinberg.

ADOPTED this the 21 day of July, 2014.

ATTEST:

---

S. Paul O'Neal, Chairman

---

Leeann Walton, Clerk to the Board

**RESOLUTION**

**WHEREAS**, the Board of Commissioners of Currituck County, North Carolina during its regularly scheduled meeting held on July 21, 2014, authorized the following, pursuant to GS 160A and 270(b), that the following property is declared surplus and will be traded in towards the purchase of a 2013 E250 cargo van:

2003 Ford E150 cargo van, Asset # 5682, VIN: 1FTRE14753HB45082

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of County Commissioners has declared Asset # 5682 – 2003 Ford E150 cargo van surplus for trade in toward the purchase of a 2013 Ford F250 cargo van.

THIS THE \_\_\_\_ day of \_\_\_\_\_, 2014.

CURRITUCK COUNTY BOARD OF COMMISSIONERS

\_\_\_\_\_  
S. Paul O’Neal, Chairman

ATTEST:

\_\_\_\_\_  
Leeann Walton  
Clerk to the Board